

## **Minutes of the Executive Committee**

**October 19, 2009**

Chair Dwyer called the Executive Committee meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

### **Executive Committee Members Present:**

Jim Dwyer  
Pat Haukohl  
Bonnie Morris

Duane Paulson  
Tom Schellinger

Dave Swan  
Fritz Ruf

### **Also Present:**

Clerk of Courts Kathleen Madden  
Senior Financial Analyst Clara Daniels  
Chief of Staff Allison Bussler

Chief of Staff Mark Mader  
Circuit Court Services Business Manager Bob Snow  
Community Development Coordinator Glen Lewinski

### **Correspondence**

Dwyer distributed and reviewed the list of correspondence. Supervisors may request copies of listed items from Jicha.

### **Approve Minutes of October 5, 2009**

MOTION: Paulson moved, Ruf second, to approve the minutes of October 5, 2009 as amended. Motion carried 7-0.

### **Future Agenda Item**

- Meet with state legislators.
- Tour of the new emergency command vehicle.

### **Meeting Approvals**

MOTION: Haukohl moved, Ruf second, to approve attendance of the Executive Committee at the WCAN event on October 22, 2009. Motion carried 7-0.

### **Discuss and Consider Ordinance 164-O-048: Repeal and Recreate Section 3-11(A) of the Waukesha County Code of Ordinances to Set Fees for Jury Service and Establish a Travel Payment**

MOTION: Paulson moved, Swan second, to approve Ordinance 164-O-048.

Madden said that after careful review of the jury management system, it was determined that Waukesha County would convert to a jury system that summons jurors for only one day or one trial beginning January 1, 2010. The conversion would be more convenient for citizens and employers, cause fewer postponements and excusals for jurors. Converting to the new jury system also allows the county board to determine the amount jurors are paid for attendance and travel costs. The ordinance establishes the following daily per diem and travel compensation rates:

Half day per diem	\$15
Full day per diem	\$30
Travel cost reimbursement	\$7 per day

Madden said changing the travel cost reimbursement to a set fee will not only save money but it will eliminate a huge amount of work processing varied mileage reimbursements for jurors. The savings from travel costs will more than offset cost increases for postage and printing needs.

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Paulson asked could the per diems be increased? Madden said she agrees the amount is very low. Many employers pay employees' salaries when they have jury duty and return the checks back to the county. Mader said there is a companion ordinance to this ordinance that allows people to donate their fees back to the county. Dwyer suggested the Judiciary Committee work with Madden to review statewide jury fees and procedures. Madden said jurors can ask to be excused from jury duty if there is a true financial hardship.

Motion carried 7-0.

**Discuss and Consider Ordinance 164-O-049: Modify the 2009 Budget to Appropriate Additional U.S. Department of Housing and Urban Development Funds for Program Year 2009 for the Community Development Block Grant and the Home Investment Partnership Programs**

MOTION: Paulson moved, Ruf second, to approve Ordinance 164-O-049.

Lewinski said the 2009 CDBG and HOME Investment Program budgets are developed with allocation estimates so an ordinance is needed when the department is notified of the actual appropriation amounts. Program allocations are conservative so allocations do not have to be reduced later. The 2009 HUD awarded amounts for CDBG and HOME Investment Program are \$4,975 and \$141,311 respectively, more than the county's 2009 adopted budget appropriations. Lewinski said this is the closest CDBG allocation estimate ever made. He also indicated that the HOME budget should be the same next year.

Motion carried 7-0.

**Discuss and Consider Ordinance 164-O-050: Execute Subgrantee Agreements, HUD Grant Agreement and Funding Application for Final Statement of Objectives and Projected Use of Funds and Expenditure for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs for the 2010 Program Year**

MOTION: Haukohl moved, Ruf second, to approve Ordinance 164-O-050.

Lewinski said this ordinance authorizes the county executive to execute agreements with the federal government to accept up to \$3.9M of CDBG and HOME grants and program income as outlined in the fiscal note and ordinance attachments. Seven new projects will receive funding: four from the Department of HHS, one each for Habitat for Humanity, St. Joseph's Medical/Dental clinic and CCWC.

The committee discussed at length the different projects and organizations that will receive this funding. Dwyer suggested a countywide consolidated transportation service to efficiently and economically organize transportation needs across the county. Dwyer said why is the CDBG providing funding for tuck-pointing at the museum? Lewinski said the museum will pay contractors to complete the work and submit proof of payment.

Upon Haukohl's request, Lewinski will provide committee members of a CDBG and HOME status report.

Motion carried 7-0.

**Discuss and Consider 164-A-025: Appointment of Allison Bussler to the Position of Director of Public Works**

MOTION: Paulson moved, Morris second, to approve Appointment 164-A-025.

Paulson said Bussler in her position as interim Director of Public Works exceeded all expectations. She is a wise selection for this job. Haukohl said Bussler has gained a lot of knowledge and has done very well. She

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communicates well and coordinates well between departments. Morris said Bussler had good cooperation with Shaver. Swan congratulated Bussler on the job she has done so far and her appointment as director. Dwyer said this is a great opportunity for Bussler to expand and grow professionally. She is a good selection and works well with other departments.

Motion carried 7-0.

**Committee Reports by Committee Chairs for the Following Meetings:**

Personnel – October 6, 2009 – Schellinger said the committee approved the County Board, County Clerk and Corporation Counsel 2010 operating budgets and discussed a draft version of the positions ordinance.

HHS – October 15, 2009 – Paulson said the committee approved two ordinances that will bring \$1M additional to Waukesha County.

Finance – October 7, 8 & 14, 2009 – Haukohl said the committee started the 2010 budget review with a presentation on five-year budget projections. The trend for the 2010 budget is a reduction in positions, increased use of fund balance and ever-increasing state mandates. The public hearing is Wednesday, October 21, 2009 at 8:30 am.

Judiciary – October 16, 2009 – Morris said the committee approved three ordinances at this meeting. Jante gave a presentation on Drug Free Communities Program.

MOTION: Swan moved, Paulson second, to adjourn the meeting at 10:11 a.m. Motion carried 7-0.

Respectfully submitted,

Bonnie J. Morris  
Secretary